

- 002 Mayor Barbara Larsen called the regular meeting of the Castle Rock City Council to order at 7:30 p.m.; followed by the Pledge of Allegiance. The following councilmembers were present: Greg Marcil, Julie Bean and Ed Smith. Councilmembers Skeie and Yund were absent.
- 012 Councilmember Smith made a motion, seconded by Marcil to approve the minutes for the January 10, 2005 Regular Council Meeting. By roll call vote, unanimous 'Aye'
- 017 Councilmember Bean made a motion, seconded by Smith to approve the minutes for the January 24, 2005 Regular Council Meeting. By roll call vote, unanimous 'Aye'
- 020 Mayor Larsen closed the regular meeting at 7:33 p.m. and opened the Public Hearing to take comments on an emergency budgetary amendment for the Fire Department appropriations, fiscal year 2004, in the amount of \$11,993.
- Clerk-Treasurer Ryana Covington reports that in 2004 the Fire Department had received a Federal Emergency Management Agency (FEMA) grant for \$82,642 to purchase self contained breathing apparatus (SCBA) equipment. After the grant was approved the cost for the equipment increased to \$94,633.70. FEMA would not allow the department to purchase less than the amount of equipment that the grant originally intended. After negotiations, available funding for this equipment was increased, with Fire District #6 agreeing to pay the overage. Proposed Ordinance 2005-02 will increase the appropriations for the Fire Department 2004 Budget to include the additional costs for the SCBA equipment.
- 063 There being no public comments, Mayor Larsen closed the Public Hearing at 7:35p.m. and resumed the regular council meeting.
- 070 Mark Watenpaugh, Assistant Fire Chief reports that two of the three ambulances are currently experiencing mechanical problems and are out of service. Watenpaugh outlined the problems and timeline for repair. Toutle Lake Fire Department as volunteered the use of an ambulance if it is needed.
- 099 City Attorney Tom O'Neill reports that he is collaborating with Clerk-Treasurer Ryana Covington, regarding details on proposed Ordinance No. 2005-01, Utility Deposits. He recommends this item be tabled.
- 117 Police Chief Bob Heuer will table the award presentations for Officer Dave Lott and Officer Jeff Gann until the next council meeting. Heuer noted that Officer Gann finished first in academics while attending the Police Academy.
- 130 Chief Heuer requests that Laura Kessler be added as a part-time employee. Kessler is contractually obligated to work as a part-time clerk until the end of February. On February 23<sup>rd</sup> the Police Clerk is scheduled to return to regular duty. Heuer would like to retain Kessler as a part-time employee, which would allow him to cover the position when the clerk is on vacation or sick leave.

Clerk-Treasurer Ryana Covington noted that this position was not included in the 2005 budget and may require a budgetary amendment later in the year.

- 214 Councilmember Smith made a motion, seconded by Marcil to approve the appointment of Laura Kessler as a Police Department part-time employee. By roll call vote, unanimous ‘Aye’.
- 223 Councilmember Smith inquired if the Police Department is aware of the tent, erected at the ‘Big Bend’ area along the river. Heuer will have an officer check on this situation.
- 250 Steve Kraushaar, Tetra Tech/KCM Wastewater Treatment Plant Project Engineer, requests approval of Change Order #8 in the amount of \$13,093.50, tax included. This change order consists of the following 16 items:
1. Oxidation ditch structural support for an increase of \$450
  2. IPS high water level in wet well for an increase of \$1,686
  3. Power data cable to work station for an increase of \$585
  4. Delete sheetrock and metal studs from generator room for a decrease of \$1,137
  5. Circuit for dishwasher for an increase of \$763
  6. Headworks control circuit and conduit for an increase of \$637
  7. New conduit to 30MCC01 for an increase of \$2,467
  8. Provide faucet at lab sink for an increase of \$306
  9. Influent pump station fan flow switch for an increase of \$823
  10. Add contacts and wiring at influent pumps for an increase of \$356
  11. Pressure switch wiring at grit pump for an increase or \$506
  12. Stilling well and UV channel for an increase of \$539
  13. Electrical trenching for an increase of \$686
  14. Add light over sampler at headworks for an increase of \$324
  15. Add emergency stop at headworks for an increase of \$987
  16. Add 15 KW unit heater in control room for an increase of \$2,202

Kraushaar reports that 11 of the 16 items are related to electrical needs. The new treatment process at the plant has now been in operation for three weeks.

- 260 In response to Councilmember Bean’s question, Kraushaar disclosed that he expects to request approval of at least one more change order. The wastewater treatment plant is 90% to 95% completed. The paving, drives around the tanks and landscaping remain to be done. Including change order #8, the total amount for change orders to date is \$127,644.45, out of \$200,000 budgeted for the project.

In response to Councilmember Marcil’s question, Public Works Director David Vorse answered that to reduce maintenance obligations the unpainted tank will not be painted.

- 313 Councilmember Smith made a motion, seconded by Bean to approve Change Order #8 for the Wastewater Treatment Plant project in the amount of \$13,093.50. By roll call vote unanimous ‘Aye’.
- 318 City Attorney Tom O’Neill advised that the acceptance of Woodard Avenue NE Stormwater Project as complete, was sufficient and does not need to be re-examined.
- 326 Public Works Director David Vorse requests authorization to purchase a Roto Hammer and bits for \$350, with appropriations budgeted in the Street Fund.

- 334 Councilmember Bean made a motion, seconded by Smith to approve the purchase of a Roto Hammer for \$350 obligated from the Street Fund. By roll call vote, unanimous ‘Aye’.
- 342 Vorse requests clarification of City Council's directive that capital expenses receive approval prior to purchase. Vorse questioned if every capital expense request must be approved individually or only General Fund capital expense requests.
- 355 By consensus, Councilmembers agreed that only capital expense items funded by the General Fund need additional prior approval.
- 369 Vorse explained that the Huntington Avenue South Entrance Features Design requires three large mounds to be placed on the east side of the road. Vorse noted this would require approximately 7,000 cubic yards of material. The material proposed for the project includes both dredge spoil and topsoil. Vorse request a contribution to the Arterial Street Fund of 5,000 cubic yards of dredge spoils for this project. The dredge spoils would be used to build the mounds and would count towards the City’s match requirement on the Department of Natural Resources Urban Forestry Grant.
- Vorse stated that topsoil contributions were obtained from the city's retention pond and wastewater treatment plant projects will be used to cover the mounded dredge spoils.
- 420 Councilmember Smith made a motion, seconded by Marcil to use dredge spoils as a direct contribution at the current market rate, to the Arterial Street Fund for the Huntington Avenue South entrance feature project. By roll call vote, unanimous ‘Aye’.
- 430 Clerk-Treasurer Ryana Covington requested payment of January expenditures in the amount of \$565,313.38 as described on the Summary of Claims and further described as check numbers 32828 through 32965 for general expenditures and check numbers 17937 through 18007 for payroll expenditures.
- 432 Councilmember Bean made a motion, seconded by Marcil to approve payment of January expenditures in the amount of \$565,313.38 as described on the Summary of Claims. By roll call vote, unanimous ‘Aye’.
- 439 Librarian Vicki Selander announced that it is National Random Acts of Kindness Week.
- 444 Report of Meetings  
Mayor Larsen attended a Cowlitz Street West Design Meeting on February 10<sup>th</sup>. Mayor Larsen also attended the fifth annual Benefit Dinner for CAP as well as the regular CAP meetings.
- 466 Councilmember Bean requests that a representative attend the Regional Transportation Board meetings in March and April on her behalf. Mayor Larsen stated either Covington or Vorse will be asked to attend.
- 475 Vorse stated he has been in contact with Glen Taylor regarding removal of personal property from the Jackson Street residence, purchased by the city. The city plans to allow the fire department to use the structure for a training burn on March 26<sup>th</sup>. Vorse stated that Taylor intends to vacate the property by the end of the month. City Attorney O'Neill noted that the city purchased the property from Taylor last year and that any property not removed belongs to

the city. Councilmember Smith voiced concern that people may want to harvest materials prior to the demolition of the building and he recommended that no salvage be permitted, with the exception of use by the city.

- 560 Councilmember Bean made a motion, seconded by Smith to approve Ordinance No. 2005-02, an ordinance amending the Fire Department's 2004 appropriation in the amount of \$11,993, on first reading. By roll call vote, unanimous 'Aye'.
- 580 Mayor Larsen read correspondence from Jessica Robertson, Community Revitalization Coordinator, requesting city sponsorship of the Spring Clean-up event to be held in May.
- 591 Councilmember Bean made a motion, seconded by Smith to continue to support the city's spring clean up event.

Discussion: In answer to Councilmember Smith's question, the city's main sponsorship was staff time for public works personnel and the use of police reserves.

Vote on the above motion: Unanimous 'Aye'.

- 610 Councilmember Smith requested that the Humane Society be contacted to ascertain the hours of patrol on weekends. He noted an incident last Sunday whereby the Humane Society officer seemed to spend a lengthy period of time in one of the city parks.
- 618 Mayor Larsen adjourned regular session at 8:17 p.m. for a five-minute executive session to discuss litigation.
- 619 Mayor Larsen reconvened regular session at 8:20 p.m. and there being no further action, adjourned the meeting.

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Mayor Barbara Larsen

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Clerk-Treasurer